

CONFIDENTIAL

20 April 1950

REPORT OF TRIP TO FORT LEAVENWORTHGENERAL

Pursuant to authority granted, the undersigned departed Washington on 8 April for Fort Leavenworth, Kansas. Time spent prior to reporting to the Office of the Commandant was utilized in refamiliarizing himself with the physical installations on the Reservation and in renewing acquaintances. On 10 April he formally reported and was advised that Lt. Gen. Manton S. Eddy was in Washington, D.C., and that Brig. Gen. Harlan H. Hartness was temporarily unavailable. He was, however, turned over to the Secretary of the College, Colonel Earl C. Bergquist, who in turn had the undersigned placed under the guidance of Colonel Harold D. Kehm, Chief of the Instructor Training Section.

Throughout the week, Colonel Kehm was most helpful in both briefing as to instructor training and guidance as carried on at the College and in arranging for the undersigned to consult with various staff and faculty members directly concerned with matters of interest to the Training Division of OSO/OPC. During the course of the week, consultation was had specifically with the following:

Col. Earl C. Bergquist, Secretary C&GSC
 Col. Harold D. Kehm, Chief, Instructor Training Section
 Col. Henry E. Kelly, Director, Command and General Staff Course
 Col. Gordon B. Rogers, Director, Intelligence
 Col. Thomas I. Van Natta, Instructor, Intelligence
 Col. John Van Houten, Instructor, Operations and Training
 Lt. Col. Loris R. Cochran, Instructor, Intelligence
 Lt. Col. Wallace J. Nichols, Instructor, Intelligence
 Lt. Col. Fitzhugh Chandler, Instructor, Intelligence
 Lt. Col. William C. Wilkinson, Instructor, Command and General Staff
 Major Martin F. Sullivan, Instructor, Intelligence
 Major Elliott S. Barrett, Chief, Instructional Aids
 Dr. Ivan Birrer, Tests and Evaluations

INSTRUCTOR TRAINING

Each instructor reporting for duty on the faculty of the college is required to attend a total of ninety hours of instruction designed to familiarize him with the facilities and services available to him, the training techniques used at the College, and the selection, organization and preparation of learning material.

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EVALUATIONS

Since 1947, two personnel slots for professional civilian educators with background in psychology have been included on the staff as advisers to the Commandant. At present only one slot is occupied. The evaluation devices utilized include scheduled formal examinations, unscheduled spot requirements, unscheduled non-recorded graded exercises, faculty adviser reports and student "buddy ratings." Other than observation and academic ratings there is no other testing or evaluation of the student.

ANALYSIS AND RESEARCH

A department of analysis and research is maintained at the College and is principally charged with the coordination of instruction and doctrine. It is divided into an analysis and research section and a manuals section. The manuals section reviews special texts and extension courses prepared or revised by the departments and sections of the College as well as preparing or revising manuals assigned to the College by higher authority and the reviewing of manuals prepared by other agencies of the government.

EDITING AND PUBLICATIONS

This section performs normal editing of all publications prepared at the College and serves as a consultant for all instructions on form, scope, composition and style of publications. It also controls the flow of material through the printing plant by establishing priorities and keeping the appropriate persons advised as to the capabilities of the printing plant.

INSTRUCTIONAL AIDS

The instructional aids available to instructors at the College include motion pictures, slides, maps, charts and graphs, pictures and photographs, blackboards, objects and models, public address system and miscellaneous aids such as portable voice recorders and sets and properties for certain demonstrations. The aid most utilized is the chart form reproduced by the Ozalid process.

COMMENT

Throughout the period 10-15 April, approximately 80% of the time was occupied with the Instructor Training Section or related support activities including the Department of Research and Analysis, Editing and Publications Section, the Instructional Aids Section and the Records and Evaluation Section. No time was spent in examining or discussing subject content of instruction conducted at the College.

That which was considered to be most valuable was the briefing of the undersigned by the Chief Instructor, Training Section and the study of the Instructor Training Manual. The next valuable was the extensive discussion had with the Chief of the Records and Evaluation Section concerning the testing and measuring of the student.

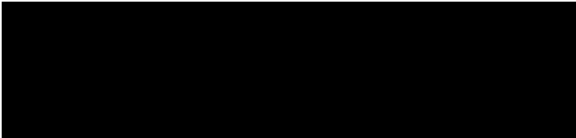
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OK MP
It is felt that TRD may profit by adapting its course of instructor training to the pattern of the course as conducted at the college. Many of the problems concerning instructor training and guidance are similar and by so doing we will profit by their extensive experience.

As a result of discussion concerning the testing and measuring as conducted at the College, sample examinations demonstrating different types of examinations were obtained for adaptation, as appropriate, to the purposes of TRD. The Chief of this section did not feel that the College was exploiting the full opportunities present in so far as student evaluations were concerned but did discuss means which might be applied. At the present time, there is much that TRD should do in this regard, but little of which can be accomplished until the TRD Measurement and Evaluations personnel are obtained. Actual records now maintained by TRD are more extensive than those maintained by the College.

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Wol:

As soon as possible I think we should have (1) the instructors assembled and you tell them about your trip, and (2) a typical conference covering conference methods and techniques. Ray

I am holding the other copies for info of JTC.

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